



# LANGLEY POLICY DIRECTIVE

LAPD 8500.1B

Effective Date: February 6, 2015  
Expiration Date: January 31, 2020

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**Responsible Office: Standard Practice and Environmental Engineering Branch (SPEEB),  
Center Operations Directorate**

**Subject: LaRC Environmental and Energy Management**

## 1. POLICY

- a. It is LaRC policy to protect and enhance the quality of the environment through compliance with Federal, State, and local regulatory authorities; Executive Orders; and NASA and LaRC policies and directives. Located in the ecologically sensitive Chesapeake Bay watershed, LaRC is committed to fulfill our mission in a manner that promotes environmental stewardship, sustainability, and continual improvement, while mitigating environmentally driven mission risks.
- b. LaRC utilizes the Environmental Management System (EMS) approach as documented in NASA Procedural Requirement (NPR) 8553.1, "NASA Environmental Management System," to identify, prioritize, and address LaRC's most significant environmental risks as well as opportunities for enhancing long-term environmental sustainability. LaRC's EMS (1) incorporates people, procedures, and work practices in a formal structure; (2) promotes continual improvement, including periodic evaluation of environmental and energy performance; (3) involves all appropriate Center organizations; and (4) actively involves senior management in support of the environmental and energy management programs.
- c. This policy directive is intended to be consistent with, and incorporates by reference, the Agency environmental policy dictated by NASA Policy Directive (NPD) 8500.1, "NASA Environmental Management."

## 2. APPLICABILITY

- a. This policy applies to all LaRC personnel, contractors, subcontractors, and tenants within the geographical boundaries of LaRC.
- b. In this directive, all document citations are assumed to be the latest version unless otherwise noted.

## 3. AUTHORITY

- a. NPD 8500.1, "NASA Environmental Management"
- b. NPR 8510.1, "NASA Cultural Resources Management"
- c. NPR 8530.1, "Affirmative Procurement Program and Plan for Environmentally Preferable Products"
- d. NPR 8553.1, "NASA Environmental Management System"
- e. NPR 8570.1, "NASA Energy Management Program"
- f. NPR 8580.1, "NASA National Environmental Policy Act Management Requirements"
- g. NPR 8590.1, "Environmental Compliance and Restoration Program"

#### **4. APPLICABLE DOCUMENTS**

- a. LPR 8500.1, "Environmental and Energy Program Manual"
- b. LMS-CP-8530, "Langley Research Center Facility Multi-Media Environmental Audit Process"
- c. LF 243, "Appointment of Facility Environmental Coordinator(s) (FEC)"

#### **5. RESPONSIBILITY**

##### **a. The Center Director is responsible for:**

In addition to the responsibilities listed in paragraph 5(f) of NPD 8500.1,

- (1) Providing support and oversight of the environmental and energy management programs, including EMS and implementation of sustainable practices.
- (2) Designating an Environmental Manager, an Energy/Water Manager, and a Historic Preservation Officer for the Center and ensuring that the LaRC environmental program has sufficient and qualified staff and the necessary resources to implement environmental initiatives, energy conservation projects, and sustainable practices.
- (3) Evaluating Center operations through functional reviews, performance metrics, or other means to ascertain that appropriate environmental compliance and management techniques are used for environmental programs, projects, facilities, systems, and operations.

##### **b. The Environmental Management Sponsor is responsible for:**

- (1) Acting as the Center's senior management proponent for LaRC's environmental and energy programs, including EMS and implementation of sustainable practices.
- (2) Acting as the liaison between SPEEB and the Center's senior management.
- (3) Evaluating Center operations through functional reviews, performance metrics, or other means to ascertain that appropriate environmental compliance and management techniques are used for environmental programs, projects, facilities, systems, and operations.

##### **c. Organizational Unit Managers (OUMs) are responsible for:**

In addition to the responsibilities listed in paragraph 5(b) of NPD 8500.1,

- (1) Ensuring facilities and operations within the Organizational Unit are compliant with applicable environmental regulations and requirements of LPR 8500.1, "Environmental and Energy Program Manual."
- (2) Encouraging participation in environmental committees and panels at LaRC.
- (3) Initiating and implementing activities to reduce energy and water consumption.
- (4) Ensuring that environmental noncompliance issues within the Organizational Unit are corrected per LMS-CP-8530.

- (5) Appointing a Facility Environmental Coordinator (FEC) for each facility/function within the Organizational Unit, utilizing LF 243.

**d. SPEEB is responsible for:**

- (1) Operating LaRC's environmental compliance, management, and sustainability programs, which involves coordination and integration of the environmental programs; formal contact with environmental regulatory agencies; cease and desist authority for all noncompliant activities; compliance monitoring, inspections, and audits; policy and guidance development; outreach and training; project/contract reviews; data collection and documentation; and reporting to regulatory authorities, the public, NASA Headquarters, and Center management. Program areas of SPEEB responsibility include:
  - (a) EMS
  - (b) Sustainability and pollution prevention
  - (c) Energy and water conservation
  - (d) Waste management and disposal
  - (e) Air management and permitting
  - (f) Water management and permitting
  - (g) Hazardous material reporting (storage, use, and releases)
  - (h) Storage tank management and spill prevention/response
  - (i) National Environmental Policy Act (NEPA) conformance
  - (j) Cultural and historic resource management (CRM)
  - (k) Environmental restoration and remediation
  - (l) Recycling and reuse programs
  - (m) Environmentally preferable purchasing
  - (n) Natural resource management
- (2) Establishing and maintaining a LaRC Environmental Stewardship Award Program for LaRC personnel who demonstrate exceptional commitment to environmental, energy, or sustainability principles.
- (3) Ensuring the resolution of environmental noncompliance findings identified during audits conducted by Federal, State, or local regulatory authorities; NASA Headquarters; or LaRC. If a Notice of Violation, Notice of Noncompliance, Notice of Deficiency, or similar notice is issued on account of the actions or inactions of Center personnel or organizations, SPEEB personnel shall work with the responsible party to ensure correction of the immediate noncompliance finding, evaluation of the root cause, and effective corrective actions to prevent a recurrence. As necessary, SPEEB will elevate the environmental issue or noncompliance finding to appropriate Center management to ensure appropriate corrective action and resolution.
- (4) Evaluating Center operations through functional reviews, performance metrics, or other means to ascertain that appropriate environmental compliance and management techniques are used for environmental programs, projects, facilities, systems, and operations.
- (5) Making recommendations to OUMs for improving energy and water efficiency and implementing sustainable practices.

**e. Facility Environmental Coordinators (FECs) are responsible for:**

- (1) Ensuring that the assigned facility is operated in accordance with applicable regulations and requirements as outlined in LPR 8500.1, "Environmental and Energy Program Manual."
- (2) Attending annual FEC training and Waste Management/Spill Response training provided by SPEEB.
- (3) Notifying SPEEB of known, suspected, or potential environmental issues and take action as necessary to prevent, correct, and prevent the recurrence of environmental problems.

**f. Program and Project Managers are responsible for:**

- (1) Coordinating with SPEEB early in the project planning process and ensuring that NEPA and CRM requirements are satisfied for proposed new or modified programs or projects.
- (2) Implementing environmental, energy conservation, and sustainability policies and requirements within programs and projects including life cycle planning, development, implementation, and disposition activities.

**g. LaRC Employees and Contractors are responsible for:**

- (1) Complying with applicable environmental regulations, LaRC's environmental and energy policy, and the requirements of LPR 8500.1, "Environmental and Energy Program Manual."
- (2) Helping achieve LaRC environmental objectives and targets applicable to their organizational level.
- (3) Notifying SPEEB of environmental concerns or issues.

**6. DELEGATION OF AUTHORITY**

The Head, SPEEB is delegated the authority to sign permit applications, reports to regulatory agencies, and other correspondence not specifically required by law or regulation to be signed by the Center Director. The Head, SPEEB is also delegated cease and desist authority for any operations which, in the professional judgment of the SPEEB staff, have an immediate and negative impact on the environment or the Center's ability to comply with permit requirements or appropriate environmental laws and regulations. The Head, SPEEB will notify the appropriate LaRC manager of such orders. For operations conducted by contractors, the Head, SPEEB will notify the contracting officer so that the contracting officer can immediately issue the order to the contractor.

**7. MEASUREMENT/VERIFICATION**

Most environmental and energy regulations include specific requirements to assess compliance. These requirements are monitored by external regulatory agencies and through NASA Headquarters Environmental Functional Reviews to ensure compliance with the relevant laws. LaRC's internal metrics for environmental and energy management cover compliance, restoration, and conservation measures to meet reporting requirements of NASA Headquarters and other external oversight organizations.

**8. CANCELLATION**

LAPD 8500.1, "LaRC Environmental and Energy Management," dated February 2, 2010.

Original signed on file

Stephen G. Jurczyk  
Center Director

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